



TENNESSEE

PUBLIC CHARTER SCHOOL COMMISSION

SITE VISIT PLANNING

JANUARY 27, 2022

SITE VISITS

- In alignment to quality authorizing standards, Commission staff "Visits each school as appropriate and necessary for collecting data that cannot be obtained otherwise and in accordance with the contract, while ensuring that the frequency, purposes, and methods of such visits respect school autonomy, minimize administrative burdens, and avoid operational interference."
- Commission Policy 3.300 - Oversight and Evaluation states that "the Commission shall conduct at least one annual site visit during each year of the charter term of each charter school in its portfolio."
- Site visit requirements are also within the Commission's established charter agreements.



SITE VISITS

- The site visit is used to augment data that cannot otherwise be obtained through reporting, monitoring and assessment to inform the Performance Framework and Federal Programs Monitoring.
- The site visits are conducted to ensure a thorough performance review of each school and to provide an opportunity for evaluators to see the school in action.
- Upon completion of the site visit, a report is generated by the review team and shared with the school site.
- The findings of the site visit will be used to complete the annual performance review of each school.



SITE VISIT DETAILS AND DOCUMENTATION

What pre-visit documentation is submitted?

- Performance data: academic, cultural, progress toward school improvement plan goals, and internal assessment data
- Upcoming teacher PD and SPED and EL service hours and schedules
- Results-Based Monitoring instruments and ESSER supplements

What does a site visit encompass?

- Classroom observations
- Special populations monitoring
- Data meetings to review pre-visit documentation
- Focus groups and interviews with key stakeholders including:
 - Parents, Teachers, Students, Governing board members, and School Leadership Team



SITE VISIT EVALUATION

What is the site visit evaluation criteria?

- The evaluation criteria for the site visits are aligned to the Performance Framework and include:
 - Academic Performance
 - Mission, Student Performance, Program Delivery, Access and Equity, Culture and Family Engagement
 - Organizational Performance
 - Compliance, Capacity, Governance
- All financial components are monitored and evaluated through the quarterly monitoring reporting and annual reporting.



SITE VISIT SCHEDULE

- Site visits have been scheduled for all Commission-authorized schools this spring:

Authorized School	Site Visit Date
KIPP Antioch College Prep Middle	February 22nd
KIPP Antioch College Prep Elementary	March 2nd
Bluff City High School	February 23-25th
Nashville Collegiate Prep	March 22nd





TENNESSEE

PUBLIC CHARTER SCHOOL COMMISSION